

ALLOWABLE DEDUCTIONS AND APPLICABLE DISCOUNTS FORM

YEAR: _____

PERMITTEE: _____

BUSINESS NAME: _____

PERMIT #: _____

GROSS RECEIPTS: _____

ADJUSTED GROSS RECEIPTS: _____ X 3% = ANNUAL FEE: _____

DATE OF TRIP		TRANSPORTATION DEDUCTION			LODGING DEDUCTION			OFF-PUBLIC LAND USE DISCOUNT			FEE CALCULATION		
Begin	End	*No. Miles Traveled X	Cents Per Mile =	Transportation Deduction	Client Nights Lodged X	Cost Per Night =	**Lodging Deduction	Total Fees Per Trip X	Fee Reduced =	Non-Public Land Use Discount	Total Fees Per Trip X	Amount Deducted or Discounted =	Net Receipts Per Trip
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*Please footnote where the miles were traveled to and from

**Please send receipts for all lodging deductions

I, _____, CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.
(PLEASE PRINT)

SIGNATURE: _____

DATE SIGNED: _____

Directions for the Allowable Deductions and Applicable Discounts Form

Gross Receipts – Total all client payments received in the “Total Fees per Trip” column under “Fee Calculation”.

Adjusted Gross Receipts – Subtract all allowable deductions for transportation and lodging and any applicable discounts for off-public land use from your gross receipts (please see “Briefing Sheet for Allowable Deductions and Allowable Discounts”).

Annual Fee – Multiply the adjusted total by 3% to get the total annual fee due the BLM. Minimum fee is \$80.00

Year – Season of operation

Date of Trip – Note the beginning and ending dates of each trip you are requesting discounts for.

Transportation Deduction – Note the number of miles traveled for each trip. Multiply this number by the designated “cents per mile” as established by the Federal Government. For “number of miles traveled”, footnote where the miles were traveled to and from. Transportation deductions based on receipts are also acceptable. Please include receipts for those transportation deductions requested.

Lodging Deduction - Note the number of “client night lodged” (i.e. number of clients lodged multiplied by the number of nights lodged). Multiply the number of “client nights lodged” by the “cost per night” to get your allowable “lodging deduction”. Lodging deductions must be consistent with local community rates. You may not claim a lodging deduction for yourself or your guides. Please include receipts for all lodging deductions requested.

Off – Public Land Use Discount – Note total fees per trip received. Multiply the “total fees per trip” by your requested “fee reduction” (either 40% or 80%) to get your “off-public land use discount”.

Fee Calculation – Note total fees per trip received. Subtract the “amount deducted or discounted” from the “total fees per trip” to get your “adjusted gross receipts”.